

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
September 20, 2012
BOARD MEETING**

1. Roll Call:

Presiding: Dr. Dagmar Vitek, Board Chair

Time: 12:30 PM

Place: 2020 North Redwood Road, Salt Lake City, Utah 84116

Trustees Present: Dr. Dagmar Vitek, Board Chair
La Vone Liddle, Vice Chair (via teleconference)
G.E. 'Deac' Thomas
Todd Erskine (joined meeting during item #4)
Maureen M. Wilson

Trustees Excused: None

Others Present: Sammie Lee Dickson, Manager
Dennis Kiyoguchi, Assistant Manager
Banugopan Kesavaraju, District Biologist
Sally Beagley, District Secretary

2. Approval of the August 16, 2012, Minutes of the August Monthly Board Meeting:

Trustee Liddle made a motion to accept the August 16, 2012, Minutes of the August Board Meeting as presented. Trustee Wilson seconded the motion, which passed with a unanimous vote.

3. Presentation of August 2012 Financial Statements and Approval of Bills for Payment:

Manager Dickson reviewed the August financial statements with the Board. All expenditures were reviewed with special attention paid to those in excess of \$500. A review was also made of any budget line items that were over the expected percentage of spending for this time of the budget year.

Expenses for August totaled \$202,701.75 with \$202,701.75 from the General Fund and \$0.00 from the Capital Projects Fund. Trustee Thomas made a motion to accept the August financial statement and to pay the bills as presented. The motion was seconded by Trustee Wilson and passed with a unanimous vote.

4. Assistant Manager:

Assistant Manager Kiyoguchi has announced that he will be retiring on September 28, 2012. He first started working for the District as a seasonal employee on June 10, 1963. In honor of his long career with the District, there will be a reception in his honor from noon to 2:30 PM on Thursday, September 27, 2012. It is expected that between 60 and 70 people will attend. The District will provide refreshments.

Manager Dickson has reviewed the Assistant Manager job description and provided the Board with a draft copy. The new job description requires the Assistant Manager to hold a four-year degree in a biological science from an accredited university. Trustee Wilson made a motion to approve the new Assistant Manager job description. The motion was seconded by Trustee Thomas and passed with a unanimous vote. If the position is filled by a current employee of the District, then that person will continue to do their current duties plus the added responsibilities of Assistant Manager. The salary range for this position is advertised as a minimum of \$42,981 and a maximum of \$75,680.

The District's policy is to seek to fill all positions from current employees. A job posting for the Assistant Manager position will be made on September 24, 2012. All applications and accompanying documentation are due to Manager Dickson by October 12, 2012. Manager Dickson will make a recommendation to the Board at the October Board Meeting for the Board's approval.

5. Facility Maintenance:

Door Painting – The contractor has now finished all painting with the exception of one overhead door. Five overhead doors were painted and will require 30 days for paint to cure before they are used. One door was left unpainted for access. The contractor will have to return in October to paint the last overhead door.

Men's Shower Remodel – The plans for the remodel of the men's shower area are almost complete. The project will be sent out to plan rooms during the first week of October. Bid proposals will be due November 2, with approval of bids to be made at the November 15 Board Meeting.

6. Review and Approval of Bids:

The District received four bids on providing the District with two 2013 Chevrolet Colorado style pickup trucks. Chevrolet has stopped making the Colorado model of pickup. The only medium sized pickups available are Toyota and Nissan products. Manager Dickson and Mechanic Feragen will need time to evaluate these two models of trucks for future purchases for the District. Due to the large amount of aerial spraying this year, Manager Dickson has recommended not purchasing any new trucks this year. This will help offset the budget deficits in aerial spraying and pesticide line items.

The District received bids from five vendors for the purchase of two 2013 Honda 4X4 ATV manual shift and one electric shift. The low bids for all three ATV's were from Garrett Honda, located in Nephi, UT.

The District obtained two bids for 2,500 t-shirts to be used with the educational program. The low bid was from Clark Screen Printing for \$3.68 per shirt with website imprinted on the front and mosquito sources on the back.

Trustee Liddle made a motion to purchase two 2013 Honda 4X4 ATV's with manual shift for \$12,798.00 and one 2013 Honda 4X4 ATV with electric shift for \$6,617.00 from Garrett Honda and 2,500 t-shirts with custom printing from Clark Screen Printing for a total of \$9,200. The motion was seconded by Trustee Erskine and passed with a unanimous vote.

7. Report on Attended and Reminder of Upcoming Meetings:

The Utah Mosquito Abatement Association Annual Meeting is scheduled for October 28-30, in Moab, UT. Secretary Beagley has made all of the room reservations and registrations. Since Assistant Manager Kiyoguchi's registration and reservation for a shared cabin with Manager Dickson were already made before he announced his retirement, Manager Dickson is still planning on taking him to the meeting. Assistant Manager Kiyoguchi will be receiving a past-presidents recognition award.

The Annual Meeting of the Utah Association of Special Districts will be held at the Zermatt in Midway, Utah on November 7-9. Secretary Beagley has made all of the room reservations and registrations.

8. Manager's Report:

Seasonal employees started leaving the District's employment beginning on August 3. By the end of August only 5 of the 18 seasonal employees remained. Fortunately, on September 1, Vector Control Technician Greg Jensen returned back to work after nearly six months of active military duty.

Higher than normal temperatures continued to fuel the production of *Culex tarsalis*. Fortunately, the only precipitation in August occurred during the last day of the month. Traps collected *Culex tarsalis* at a rate greater than 1,100 adult mosquitoes per trap per night. This is twice the level found in 2011. While aerial adulticiding spraying was at an all time high for this District, 79,221 acres in August, the level of the *Culex tarsalis* population remained unaffected. Biologist Kesavaraju will be designing some tests and protocol to better evaluate the aerial spraying for the 2013 season.

West Nile Virus in humans has reached ten year highs across the country with 3,142 being reported as of September 18, 2012. Utah has been much more fortunate with only the following WNV detections thus far: Sixteen positive mosquito pools have been detected: Washington County (1 in the week of 7/11, 2 in week of 7/30, 1 on 8/9, 1 on 8/14, 1 on 8/22, 2 in week of 8/30), Box Elder

County (2 week of 7/30, 2 week of 9/3), Utah County (1 on 8/20, 1 on 8/27), Davis County (1 on 8/15) and SLCMAD (1 on 9/4). A sentinel chicken tested positive in Cache County during the week of 8/27. Box Elder County had a horse test positive (exact date unknown).

The first human case of WNV was announced on August 3. This is a 21 year old male who is attending USU Extension in Brigham City. It is likely he was exposed in that area. Details on his clinical symptoms are still ongoing. A second human case of WNV was announced on August 14, of a person from Summit County. The travel history of this individual was not released. A third human case was announced on August 28 of an 86 year old lady from Weber County. Her travel would indicate that she was infected in Colorado.

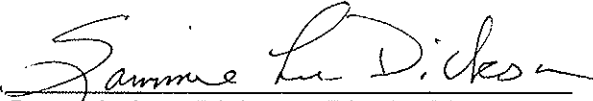
9. Probable Agenda Items for the October 18, 2012, Board Meeting:

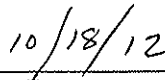
The October 18, 2012, Board Meeting's agenda is expected to include an update on West Nile Virus in Utah and the nation, an update on how the mosquito season is ending, an update on facility maintenance, a report on training and meetings, election of Board officers for 2013, salary and wage review, and the adoption of a 2013 Tentative budget.

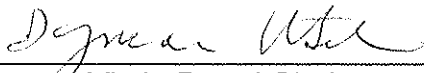
The October 18, 2012, Board Meeting will be held at 12:30 PM. A box lunch will be available for Board Members at noon.

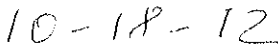
10. Adjournment:

Trustee Thomas made a motion to adjourn the September Board Meeting. The motion was seconded by Trustee Liddle and passed with a unanimous vote. The meeting was adjourned at 1:26 PM.


Sammie Lee Dickson, District Manager


Date


Dr. Dagmar Vitek, Board Chair


Date